

## **Appendix J**

### **NOTIFICATION OF ADJUDICATION OF INVOLUNTARY COMMITMENT OR INCAPACITATION**

## SP-237, Revised 2006

SP-237, Revised 4-1-06		<b>COMMONWEALTH OF VIRGINIA DEPARTMENT OF STATE POLICE</b>	
<b>NOTIFICATION OF ADJUDICATION OF INVOLUNTARY COMMITMENT OR INCAPACITATION</b>			
<i><b>THIS FORM SERVES TWO PURPOSES:</b> 1) the top portion notifies the Central Criminal Records Exchange (CCRE) of an adjudication of involuntary commitment or incapacitation and 2) the lower portion (separated by •••) notifies the CCRE of a restoration of capacity.</i>			
Sections 18.2-308.1:2 and 18.2-308.1:3 of the <u>Code of Virginia</u> specify that it shall be unlawful for any person involuntarily committed pursuant to section 37.2-817 or adjudicated incapacitated pursuant to Article 1.1 (37.2-1000 <i>et seq.</i> ) of Chapter 4 of Title 37.2 and whose capacity has not been restored pursuant to section 37.2-1012 to purchase, possess or transport any firearm. Sections 37.2-817 and 37.2-1014(B) stipulate that the clerk shall forward, forthwith, to the Central Criminal Records Exchange, on a form provided by the CCRE, a copy of any order for involuntary commitment pursuant to section 37.2-817 or adjudicating a person incapacitated under Article 1.1 (37.2-1000 <i>et seq.</i> ) of Chapter 4 of Title 37.2.			
<b>Check Appropriate Block(s):</b>			
<input type="checkbox"/> INVOLUNTARILY COMMITTED (Section 37.2-817)	PERIOD OF COMMITMENT: _____ (Date Must Be Entered)	<input type="checkbox"/> INCAPACITATED (Article 1.1, Section 37.2-1000 <i>et seq.</i> )	
COURT OF JURISDICTION: _____			
COURT CASE NUMBER: _____		DATE OF COURT ORDER: _____	
<b>ATTACH COPY OF COURT ORDER</b>			
SIGNATURE OF CLERK: _____			
DATE SUBMITTED: _____			
<b>INDIVIDUAL INFORMATION: (Print Clearly)</b>			
LAST NAME		FIRST	MIDDLE (MAIDEN)
SEX	RACE	DATE OF BIRTH	HEIGHT
			WEIGHT
			HAIR
			EYES
SOCIAL SECURITY NUMBER			
<b>LIST ANY OTHER NAME, SOCIAL SECURITY NUMBER, OR DATE OF BIRTH KNOWN TO HAVE BEEN USED:</b>			
LAST NAME		FIRST	MIDDLE (MAIDEN)
			DOB
		SSN	
•••••			
<i><b>COMPLETE THIS PORTION OF THE FORM WHEN AN ORDER OF RESTORATION OF CAPACITY OR RIGHT TO PURCHASE, POSSESS, OR TRANSPORT A FIREARM HAS BEEN ENTERED.</b></i>			
<b>NOTIFICATION OF RESTORATION OF CAPACITY OR RIGHT TO PURCHASE, POSSESS, OR TRANSPORT A FIREARM:</b>			
Section 37.2-1014(B) requires the clerk to provide the Central Criminal Records Exchange a copy of any order of restoration of capacity under section 37.2-1012. Section 18.2-308.1:3 requires the clerk to forward to the Central Criminal Records Exchange a copy of any order issued for restoration of the right to purchase, possess, or transport a firearm by any individual who was previously involuntarily committed pursuant to section 37.2-817.			
COURT OF JURISDICTION: _____		DATE SUBMITTED: _____	
DATE OF COURT ORDER: _____		<b>MAIL THIS FORM TO:</b> DEPARTMENT OF STATE POLICE CENTRAL CRIMINAL RECORDS EXCHANGE P.O. BOX 27472 RICHMOND, VA 23261-7472	
COURT CASE NUMBER: _____			
<b>ATTACH COPY OF COURT ORDER</b>			
SIGNATURE OF CLERK: _____			
<i>Questions concerning the completion of this form may be directed to the Office Manager, Central Criminal Records Exchange, (804) 674-6724.</i>			
Distribution: Original - CCRE: First Copy - Retain to Submit Restoration Information; Second Copy - Clerk's Office.			
		<b>STATE POLICE USE ONLY</b> ENTERED _____ REMOVED _____ OTHER _____	

## SP-237, Revised 2007

AUG-09-2007 09:54 SP-237, Revised 5-1-2007	P.02/02																
<b>COMMONWEALTH OF VIRGINIA DEPARTMENT OF STATE POLICE</b>																	
<b>NOTIFICATION OF INVOLUNTARY ADMISSION OR INCAPACITATION</b> <i>THIS FORM SERVES TWO PURPOSES: 1) the top portion notifies the Central Criminal Records Exchange (CCRE) of an adjudication of involuntary admission to mental health treatment or incapacitation and 2) the lower portion (separated by • • •) notifies the CCRE of a restoration of capacity.</i>																	
<p>Sections 18.2-308.1:2 and 18.2-308.1:3 of the <u>Code of Virginia</u> specify that it shall be unlawful for any person involuntarily admitted to a facility pursuant to section 37.2-817 or adjudicated incapacitated pursuant to Article 1.1 (37.2-1000 et seq.) of Chapter 4 of Title 37.2 and whose capacity has not been restored pursuant to section 37.2-1012 to purchase, possess or transport any firearm. Sections 37.2-819 and 37.2-1014(B) stipulate that the clerk shall forward, forthwith, to the Central Criminal Records Exchange, on a form provided by the CCRE, a copy of any order for involuntary admission to inpatient or outpatient treatment pursuant to section 37.2-817 or adjudicating a person incapacitated under Article 1.1 (37.2-1000 et seq.) of Chapter 4 of Title 37.2.</p>																	
<b>Check Appropriate Block(s):</b> <input type="checkbox"/> INVOLUNTARILY ADMITTED TO INPATIENT OR OUTPATIENT TREATMENT <small>(Section 37.2-817)</small>																	
PERIOD OF ADMISSION _____ <small>(Date Must Be Entered)</small>																	
<input type="checkbox"/> INCAPACITATED <small>(Article 1.1, Section 37.2-1000 et seq.)</small>																	
COURT OF JURISDICTION: _____ COURT CASE NUMBER: _____ DATE OF COURT ORDER: _____																	
<b>ATTACH COPY OF COURT ORDER</b> SIGNATURE OF CLERK: _____ DATE SUBMITTED: _____																	
INDIVIDUAL INFORMATION: (Print Clearly)																	
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TOTAL P.02																	